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INTEROFFICE MEMORANDUM

DATE: April 18, 1996 MAL MP-SMM-052

TO: Distribution

FROM: Herb Finkelman, Project Management, T130F, X5491

SUBJECT: MEETING MINUTES FOR THE 707 "J" MODULE GLOVE-BOX REMOVAL
MEETING APRIL 15, 1996 - HNF-042-96

Action: Attendees are responsible for the action items listed below.

PURPOSE

The purpose of this correspondence is to distribute the meeting minutes for the 707 "J" Module Glove-box Removal meeting held on April 15, 1996.

DISCUSSION

<u>Name</u>	<u>Department</u>	<u>Bldg</u> <u>Phone/Pager/FAX</u>
Attendees:		
Herb Finkelman	Project Management	T130F 5491/D0381/F5215
Pete Ross	Planning and Integration	T130F 5616/D5091/F5215
Tim Humiston	Engineering	T130F 2700/D0850/F8048
Mary Aycock	SEG - Waste Liaison	T130F 5309/ /F8244
Mike Nelson	Construction	T764B 7647/D3876
Steve Sergeson	K-H Proj. Mgmt.	T130F 7758/D7692
Howard Mason	SSOC Eng	B750 6167/D1446/F7397
Pete Tourigny	Maintenance	T439D 3043/D6171/F3711
Garth Beers	Safety	T891C 3149/D3060
Dan Coyne	Maintenance	T439D 8177/D7223
Don Clark	Planning	B770 8180/D7195/F2335
Dave Stough	Maintenance	T439D 4384/D1569
Dana Santi	Tech. Applications	B779 4200/D0847/F2982
Craig Smith	TWO	T664A 6530/D3043/F3813
Bob Garcia	Construction	T764B 6259/D1237
Carl Trump	SWOG	T893A 7945/D1676/F6172
Rob Heim	Tech Appl.	020 460-8644/D5151
Absent:		
M.E. Brown	Rad. Ops.	B549 2397/D5203/F2062
Bill Anderson	Maintenance	T439D 8052/D4555
Leslie Lewis	SWOG	T893A 7643/D1735/F6172
Shirley Garcia	Waste Operations	T664A 5842/D7724/F3621
Gary Bracken	Waste Ops	T130B 9881/D7635/3407
Shirley Garcia	Waste Operations	T664A 5842/D7724/F3621
Tom Maydew	Procurement	080 8506

ADMIN RECCRD

Overview:

1. The scope of the project consists of the removal of 4 large glove-boxes and 1 small "B" box in the "J" Module of Bldg. 707. All associated utilities are also to be removed. J 20, J 40 and J 50 are contaminated. They will be removed to building 776 for volume reduction. J 30 will be shipped to Los Alamos. J40A will be treated as waste, with the possibility of free release.
2. SSOC provided the Engineering and IWCP for the initial phase of disconnecting the boxes from the bldg. RMRS will do the engineering and IWCPs for the lead removal and relocation of the boxes.
3. The initial IWCP was approved with comments on 2/28. The initial removal work occurred on 3/12. Bldg. work was terminated from 3/14 though 4/12 due to MAL issues. We are still down on 4/15 due to cooling tower problems.

Project Management:

1. Regarding volume reduction, Bubble design will proceed after the Mock-up work. It should start on 4/23 and be out for review by 4/29. We are awaiting a decision from SSOC on where they would prefer the volume reduction be done, 707, 371, or 776. We also still need commitments on the volume reduction procedures. Tim is researching procedures used in previous efforts. Tim reported that Rad Engineering will, based on past experience, let us do the initial volume reduction with out the bubble. We will have a bubble ready in case the DACs reading goes over 50. We indicated that we should be ready to volume reduce in 6 wks.
2. (No change from last week) Initial indications are that due to survey limitations, we must treat the glove-boxes as TRU Waste until volume reduction and crate counting. The Mary will provide a date for Traffic plan submittal to the committee next week. It does not appear that the options for in-situ assay will be available in time for our initial glove boxes. We will plan on building the first two crates. Herb is conversing with the criticality engineers on what are the requirements for moving the crates around the site. It does not appear to be a significant effort.
3. Sampling of the J 30 Diffusion pump requires furnace removal. We will incorporate this into our plans.
4. Waste Movement continues to be a concern. It does not appear that maintenance will be able to clear the hallway blocked with their equipment. We will have to move through the hallway with the existing step-off pad. We told Carl Trump we needed the standby container in place by next week. Joe McKaig is nearing completion on a staging plan that explains material flow, but movement of crates and drums out of the bldg. to storage appears to be uncertain. We will have to use templates to confirm the boxes will fit through the hallways.
5. Gary Bracken has established a team to establish waste disposal costs. They met last week, and we are awaiting input on the results. We proposed to SSOC early shipment of comparable wastes to NTS, reserving space for this project. We need more definitive information to implement this program.
6. There are some minor comments still to be incorporated into the Waste Management Plan. Sign-off is expected by Tuesday.
7. Our review of the procurement report did not take mock-up training needs into consideration. There appear to be a few hard spots. Tim, Tom and Dana will review the delivery dates and appropriate action will follow.
8. Tim will look into the option of pre-fabricated plastic houses vs. tents.

9. Mary has the lead in the steps required to ship the lead for recycling. We may not want to initially call the lead a waste. It may take a Purchase Requisition being issued to avoid that classification.
10. Administratively, Herb requested vacation notification and the use of 3's as a priority code on pages.
11. Garth raised a concern over adequate IH resources for all the construction projects. Herb and Garth will address this issue.

Engineering:

1. We will treat the furnace windows as leaded. Mary will send the vendor the required information this week to determine if we can sell the windows.
2. Mock-up preparation has commenced. Initial construction including 1 coat of paint should complete 3/22. Herb will pursue other users assisting in the funding of the mock-up.
3. The lift plan should be out for initial review early this week. A one week review cycle is expected. Howard indicated that Mark Maier needed to be utilized elsewhere. Tim is checking the status. Approval of the plan will be by RMRS and SSOC H&S.
4. The crate drawings will also be out for review this Wednesday with a one week review cycle.
5. The IWCP for lead removal is out for review.
6. Tim will prepare an ECR to modify the package allowing lead removal prior to box separation from the centerline by 4/19.
7. The asbestos in the mastic will be dealt with as a State Notification only. We must use Asbestos Workers. Dave is checking on who has which training. Garth is checking on adequate monitoring equipment, especially considering the other D&D work either on-going or about to start.

Construction:

1. Howard reported the glove-boxes have all been wiped down. This frees us to disconnect the alarms. Bob is to schedule this work.
2. Tim and Mike have determined the drain plan tap requirements. We are checking on availability and will order the difference.
3. We believe the training is under control pending impact of the D&D classification. We still would like to obtain SSOC concurrence. The training matrix is available. Herb will determine how to obtain appropriate SSOC review.
4. (No change from last week) We are still trying to confirm the location of spare glove-box gloves versus our CBOM list.
5. (No change from last week) The question on gloves is actually concerned with the implementation of F0-0010. Can bag-outs and glove changes be done when a box is out of service. Tim is researching.
6. (No change from last week) When the lift plan is finalized, we need to locate and certify required equipment.
7. Mike and Bob are arranging the glove-box filter replacement effort. A separate A package is required. The packages are not done and there is a question on charge nos. Herb is pursuing. Mike is checking with Paul Sasa on gram analysis.
8. (No change from last week) RCT glove-bag training is required. Due to vacation by the trainer, the next class is not until 4/17.
9. We will reinstitute the daily construction meeting Wed. (subject to the site drill) and need to establish a routine for AHA development. We will distribute the HASP at the Tuesday Pre-ev looking for sign-off by Thursday.

Schedule:

1. The schedule has been updated through 3/15. We are continuing to iterate the schedule logic to make up lost time due to the stop work. We are committed to a revised schedule by 4/23.
2. Pete led a meeting on reviewing the schedule, and appropriate action items have been added to this list. Module "D" Lessons Learned will be distributed to the group. Based on experience, crit drains will not be sampled, but rather, will be poured into a drying agent and disposed of as TRU waste. We are reviewing remaining materials from the "D" module effort for use on our and Jim Thomson's project. Removal of the strip-coat will take more than 2 people, but we should be able to use D&D workers. Tim will research a question on a need to monitor air mover exhaust. We will consider using half crates for the Mycarta shielding: 1 for the leaded Mycarta and 1 for the non-leaded. Other items are covered in appropriate items above.

Action Items:

1. Develop plan to deal with Lead Windows; sample lead for contamination. Action: Mary Aycock Due: Mary to contact vendor..
3. Initiate Mock-up construction and conduct training. Action: Tim Humiston Due: Mock-up construction will complete 4/22. Training to follow.
5. Complete IWCPs for Lead Removal and Glove-box relocation. Action: Don Clark Due: Initial lead removal draft out for review.
9. Develop and finalize lift plan. Obtain required equipment. Action: Tim Humiston, Mike Nelson, Dave Stough Due: Initial draft to be issued 4/16.
13. Obtain and certify Air movers. Action: Mike Nelson Due: We will move the air movers when the space allocation plan is completed. Certification can be accomplished relatively quickly.
30. Establish area staging plan for waste, air movers etc. Action: Tim, Herb, Mike, Dave Due: Joe McKaig working. Initial comments submitted. Reissued for review 4/15.
31. Finalize Traffic Plan. Action: Mary Aycock Due: Submittal date to Traffic Committee to be provided 4/22.
32. Determine Waste Disposal Costs. Action: Mary Aycock. Due: Gary Bracken has a team working this issue - no date available.
39. Develop glove -box crate dwgs. Action: Tim Humiston Due: Initial draft 4/17.
42. Determine if technology exists to assay the boxes prior to Volume Reduction. Action: Mary Aycock Due: Meeting slipped to 4/18. It doesn't appear that we will have resolution in time to support our project.
46. Resolve question of glove currency and concern over F0-0010. Action: Tim, Mike Nelson and Dave Stough Due:

47. Coordinate Filter Tech replacement of Glove Box filters. Action: Mike Nelson Due: Mark Maier developing package. We will schedule with filter techs. There is a problem on where to charge this work. Herb will work with Karen Bates to resolve.
49. Determine methodology/requirements to drain free liquids. Action: Tim Humiston & Mike Nelson Due: Tap requirements determined. Some may be available. Tim will get the balance on the CBOM.
54. Assure RCTs are glove bag trained. Action: Gene Brown Due: Closed - Trained 4/11.
60. Provide Mary with Lead Window information. Action: Tim Humiston Due: Complete - Lead content provided this week.
61. Develop training matrix and submit to SSOC for comment. Action: Herb Finkelman Due: Matrix Provided. Need to determine who in SSOC would like to review.
62. Confirm waste disposal locations. Action: Mary Aycock Due: Will confirm with sign off of Waste Management Plans. Plan in signature cycle.
64. Finalize glove-box clean-out plans. Action: Herb Finkelman Due: Complete - Boxes cleaned out.
65. Coordinate Alarm disconnects. Action: Mike Nelson Due: Plan to work this weekend or next.
67. Have maintenance move equipment from hallway. Action: Howard Mason Due: Complete - There is no place to move the equipment.
69. Resolve crit./assay questions on crate movement, this includes crit. calc over and above NMC determination. Action: Mary Aycock and Herb Finkelman Due:
71. Confirm 776 acceptance of Volume Reduction. Action: Carl Trump Due: We have requested a decision on 776 vs. 371 vs. 707 from SSOC.
72. Develop Volume Reduction Procedures and cutting approach. Action: Carl Trump Due:
73. Develop HASP for Volume Reduction. Action: Garth Beers Due: After IWCP drafted.
74. Interface with Rad Engineering on Volume Reduction issues, especially the use of the bubble. Action: Tim Humiston Due: - on going.
75. Determine crit limit issues for Volume Reduction. Work with item 69. Action: Mary Aycock Due:
78. Complete design of volume reduction "bubble". Action: Tim Humiston Due: Design to start 4/23 - should be out for review 1 week later.
80. Obtain Asbestos Letter from Ricky Carr to support lead removal IWCP. Action: Mary Aycock Due: 4/18

81. Discuss Schedule Status with Tom B. and Mark Maier. Action: Pete Ross Due: Complete
- action items added below.
82. Determine if there is a sequence problem with lead removal before the glove-boxes are removed from the center-line. Action: Tim Humiston Due: ECR required, issue by 4/17
84. SSOC to provide location preference for volume reduction. Action: Herb and Howard Due: Closed - redundant with 71
85. Provide Asbestos Abatement decision. Action: Herb and Mary Due: Closed - will be resolved via letter noted in 80 above.
86. Work with Jim Thomson on funding the mock-up. Action: Herb Finkelman Due: 4/16
87. Resolve issue on Lead classification as waste vs recycled material. Action: Mary Aycock Due: May need Purchase Req. to resolve.
88. Determine viability of plastic bldgs. vs. Tent. Action: Tim Humiston Due:
89. Determine who on crew is Asbestos Worker Trained. Action: Dave Stough Due: 4/22
90. Verify adequate Lead and Asbestos monitoring Gear is available. Action: Garth Beers Due:
91. Determine if adequate IH resources are available. Action: Herb and Garth Due:

The next meeting will be April 22, 1996, 10:00 a.m. in Building 439.

RESPONSE REQUIREMENTS

Team members are responsible for responding to action items listed above.

HNF:dlu

Distribution:

D. Clark	-	DynCorp - 770	D. Stough	-	RMRS - T439D
			P. Tourigny	-	RMRS - T439D
			C. Trump	-	RMRS - T893A
K. Griffin	-	K-H - T130F			
S. Sergeson	-	K-H - T130F			
R. Williams	-	K-H - T130F	K. Bates	-	SSOC - 441
			T. Davidson	-	SSOC - 441
B. Anderson	-	RMRS - T439D	H. Mason	-	SSOC - 750
M. Aycock	-	RMRS - T130F	G. Trieste	-	SSOC - 750
G. Beers	-	RMRS - T891C			
G. Bracken	-	RMRS - T130B			
D. Coyne	-	RMRS - T439D			
B. Garcia	-	RMRS - T764B			
C. Guthrie	-	RMRS - T130F			
T. Humiston	-	RMRS - T130F			
L. Lewis	-	RMRS - T893A			
M. Nelson	-	RMRS - T764B			
P. Ross	-	RMRS - T130F			

File 17.402.F

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